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Commission Meeting

April 29, 2003 @ 3:00 p.m.

Department of Education 1135 Lincoln Street, Conference Room E - Red Bluff, CA 96080

MEETING MINUTES

In Attendance: Paula Brown-Almond, Christine Applegate, Bob Douglas, Jeannie Jacobs, Carl Havener, Mildred H. Johnstone, Gloria Lofthus, and Connie Massie.

Absent: George Russell

1. PUBLIC COMMENT

- 1.1. Jan Mauer-Watkins, Executive Director, Northern Valley Catholic Social Service: Agrees with Director Snider's suggestion of an Ad-Hoc Project Evaluation Committee review of the Family Resource Center (FRC). The FRC invited parents from their program to come and speak today at the meeting:
- Jovita Garcia: Attends Spanish playgroup, her child interacts with other children. She expressed her appreciation of this program as she was new to the area and this was a good place to meet other families and has had validation as a mother – she also very much appreciates that it is free to families.
 - Sabrina Rhoads: Attends with her child. Appreciates that this program is available to her and her child.
 - Darla Lawrence: Also attends playgroup with her son. She is also a part of the Parent Advisory Group along with the other two parents present. They are currently writing the Bylaws to meet the needs of the parents and community.

2. CONSENT AGENDA

2.1. APPROVAL OF MINUTES

- Commissioner Mildred H. Johnstone made the motion to approve the minutes from the March 25, 2003 meeting as submitted, Commissioner Bob Douglas seconded, motion carried 8 to 0.

2.2. GENERAL WARRANT REGISTER

- Commissioner Carl Havener made the motion to approve the General Warrant Register for the month ending March 2003 as submitted, Commissioner Christine Applegate seconded, motion carried 8-0.

2.3. CLAIMS

- Commissioner Paula Brown-Almond made the motion to approve the Claims as submitted for the month ending March 2003, Commissioner Carl Havener seconded, motion carried 8-0.

3. REGULAR AGENDA

- 3.1. **PUBLIC HEARING:** California Child and Families Commission / First 5 California Annual Report for Fiscal Year 2001-02 – Copies were distributed at the meeting and made available to the public and are available at the Commission's office for review. The Commission office

advertised in the local newspapers prior to meeting announcing the Public Hearing of the State Report for Fiscal Year 2001-02. – **No Comments from public heard**

3.2. INFORMATIONAL: Fab Four Conference Report

- Report from Commissioners, committee members, and staff who attended the First 5 California Statewide Conference in Garden Grove from April 22-25, 2003.
 - Commissioners Christine Applegate, Mildred H. Johnstone, and Carl Havener, Advisory Committee Members Darla Lawrence and Michelle Kinner, along with Commission staff members Denise Snider and Rhonda Meadows attended the conference.
 - Commissioner Carl Havener agreed with one speaker on equality at conference who said that our society does a poor job of valuing our children. Carl was impressed with the variety of topics offered. Carl attended a few of the Health focused workshops and is seeing a trend in statistical information. Would like to see better health related stats developed for Tehama County regarding teen mothers and dental.
 - Commissioner Mildred H. Johnstone also attended a few of these same workshops and feels it is also important to spread the word of these health stats and to look into developing better means of improving the collection of the data.
 - School Readiness Advisory Committee Member Michelle Kinner: Attended many of the School Readiness, which is now being called Early Learning, workshops and also child care work shops. Michelle was once again impressed with the networking that was promoted at the conference.
 - Commissioner Christine Applegate attended many different workshops but the one particular one that spoke most to her was the workshop of the Role of the Commissioner. Christine says she realized that all Commissioner's need to realize how much political clout they wield yet do not utilize on behalf of the Commission. Now is the time to use that clout. To step up to the plate and make a difference for the Commission when it's most needed for the programs of the community. Figure out what we can do as a Commission and present it to the 0-5 Community. Promoting the goals of the County Commission.
 - School Readiness Advisory Committee Member Darla Lawrence: This was a wonderful new experience for her. Darla attended many workshops herself including Inclusion of Children with Special Needs. Darla enjoyed being a part of this event and will continue to use all the useful information she received.

3.3. INFORMATIONAL: Director's Report

- Met with Foundation Consortium staff regarding Family Support Programs and financing Family Resource Centers. Foundation funding will not be possible for Family Resource Centers unless they fully define and implement their approach based on research, core services, community building and collaboration, and family support principles.
- Commission staff completed an annual review of administrative goals and accomplishments. New goals and objectives were defined and timeframes are being developed.
- Attended 2 day training conference regarding California Early Reading and Literacy Project. This is the first California based project funded under the new federal Early Reading First Program, part of the new No Child Left Behind Act. Commission staff were also present for the Celebration and Media conference launching the project.
- Commission staff attended an overview workshop on the Statewide Evaluation and Data collection of First 5 California Funded Programs.
- Commission Staff attended the April 26, 2003 Children's Fair – along with the CBO grantee True North – staff gave out 1000 puppets along with a variety of informational brochures and resources and spoke to approximately 560 parents and caregivers.

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- On Wednesday, April 30, a Grantee Cluster Meeting will be held. Agenda items include Evaluation design, logic models and reporting, "Kit" and Resource Guides, and Networking.
- Our locally developed Resource Guide is now on our state sponsored website, visit <http://www.cafc.ca.gov/tehama/>. We also have other entities interested in our Resource Guide and are pursuing a partnership to expand our printing and distribution.
- We are planning another daylong Commissioner Workshop and Retreat – Commissioner Bob Douglas will check on Calaveras Cement Co at Shasta Lake - the possible meeting dates were Monday August 4 or Tuesday August 5.
- Child Care Provider Recognition Dinner is on May 3 at Red Bluff Elk's Lodge from 6:00-9:00 p.m.
- Cinco De Mayo Celebration is on May 4 at the Red Bluff River Park from 11:00 a.m.-4:00 p.m. Staff will be attending this event along with the CBO grantee True North to once again give out puppets along with a variety of informational brochures and resources.

3.4. INFORMATIONAL: Project Updates

GRANTEE:..... Child Care Referral and Education

Grant Type..... Direct Services

Funding Cycle October 1, 2002 – September 30, 2005

Project Coordinator..... Michelle Kinner

Grant Award \$240,000.00

Project Description:

Provides outreach, support and training activities for license-exempt child care providers and potential Spanish-speaking providers through home visits, mass media outreach, community presentations, workshops, and technical assistance. Will work to increase parents, providers, and community knowledge of the benefits of quality child care, childhood development, and healthy and safe home environments.

CCRE Trainings:

- 12 CCRE Trainings were held with 21 participants attending one or more training.
 - 5 License Exempt Providers
 - 13 Spanish Speaking Recruits
 - 3 Parents

License-Exempt Provider Orientation Workshops:

- 2 License-Exempt Provider Orientation Workshops have been offered
 - 6 License-Exempt Providers attended the February Workshop
 - 11 License-Exempt Providers attended the March Workshop

Home Visits:

- Provided home visits to 11 License-Exempt providers and to 5 Spanish Recruits 3 of which were licensed.

Positive Parenting Classes:

- Providing classes designed for Parents and Child Care Providers at Family Resource Center once a month starting in March going through June.

Additional Outreach Efforts:

- Participated in the School Readiness Initiative with two eligible schools and attended 10 School Readiness Meetings this quarter.

Ann Ratay from the Even Start program reported that her staff attend the CCRE trainings and it would be most beneficial if these trainings had ECE Credits attached. The Shasta College

courses are not aligned with the Child Development matrix and it therefore makes it difficult when renewing certificates and permits.

INFORMATIONAL: Project Updates

GRANTEE..... **Northern Valley Catholic Social Service**

..... Family Resource Center

Grant Type..... Direct Services

Funding Cycle..... August 1, 2001 – July 31, 2003

Interim Director..... Darcie Gore

Interim Manager..... Camilla Delsid

Grant Award..... \$360,947.00

Project Description: Expand existing Family Resource Center in both capacity and delivery of services. Core services include: parent education; child development activities; resource and referral; drop-in availability; peer-to-peer supports; on-site child care. Outreach plan delivered at end of year two.

Project Status: Observation of Parent and Child Play group

- Well attended
- Resulted in a number of serious concerns about the appropriateness, the quality of services being provided, and community relationships.

These concerns resulted in a number of meetings with direct service staff and project administration. It was determined that the previous concerns of attendance and parent education activities that target families with children under 5 have been resolved. They have also begun meeting with their Parent Advisory Committee.

These new concerns about community partnerships and service quality moved Director Snider to request the appointment an Ad Hoc Project Evaluation Committee to review the Family Resource Center project to be completed by the June Commission meeting.

- Camilla Delsid distributed a program portfolio of Tehama County Family Resource Center services to the Commissioners at the meeting.
- Darcie Gore, Interim Director, FRC, expressed that she felt NVCSS had met or exceeded the Scope of Work to date. Darcie stated that services to 530 unduplicated individuals have been documented to date but not reported at Commission meetings the same way as other First 5 Tehama projects are being reported. She also agreed with Director Snider's request to appoint an Ad Hoc Project Evaluation Committee to review the Family Resource Center (FRC) project.
- Upon review of Director Snider's report, an Ad Hoc Project Evaluation Committee was appointed by Acting-Chairperson Connie Massie to review the FRC project with Commissioners agreeing it should be three members with expertise in the field of Family Services and Child Development plus the Commission Chairperson. Commissioners Jeannie Jacobs, Carl Havener, Paula Brown-Almond along with Chairperson George Russell were appointed to the Committee.

3.5. ACTION: Quarterly Financial Report

- Commissioner Jeannie Jacobs made a motion to approve the Third Quarterly Report as submitted, Commissioner Carl Havener seconded, motion carried 8-0.

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- 3.6. APPOINTMENT: Ad-Hoc Nomination Committee** – Annual election of officers: Chair appoints three people, ad-hoc nomination committee who will present a slate of candidates of officers for election in May. Officers are installed in June and begin in August (no meeting in July). Commissioners Mildred H. Johnstone, Bob Douglas, and Carl Havener volunteered to be on the Ad Hoc Nomination Committee and were appointed by Acting-Chairperson Connie Massie.

3.7. ACTION: School Readiness Initiative Proposal

- School Readiness Advisory Committee met on Monday, April 28, and reviewed proposal recommendations made by the proposal evaluation team. The School Readiness Advisory Committee brought forward its recommendations of Los Molinos Unified School District and Gerber Unified School District for the School Readiness Proposal process.

Commissioner Bob Douglas made the motion to approve the School Readiness Advisory Committee's recommendations of Los Molinos Unified School District and Gerber Unified School District for the School Readiness Proposal process, Commissioner Gloria Lofthus seconded, motion carried 8-0.

3.8. INFORMATIONAL: Commissioner Updates

- Commission Christine Applegate updated the Commission on the Small Counties Initiatives Grant for Family Resource Centers that her department is applying for. Northern Valley Catholic Social Service is applying for the grant and Christine welcomes all community collaborative organizations to come together in this effort that will provide \$90,000 for 3 years.

3.9. DISCUSSION/INFORMATIONAL: Evaluation Design Presentation – Enclosure

- Cathy Minicucci, Evaluation Consultant presented our proposed Evaluation Design for review and discussion. Evaluation Design handouts were distributed. Overall the design was well received; however, there was some discussion regarding two of the indicators selected: teen birth rates and percent of children with dental insurance. In regards to teen birth rate data, the Commission did not feel it accurately portrayed the efforts that have been made locally. In regards to access to dental services, the Commission did not feel that the percentage of children with dental insurance as an indicator meant anything and something more representative like percentage of children with annual dental exams should be researched. Both indicators will be evaluated for accuracy and appropriateness and brought back to the Commission in order to approve the complete document as an addendum to our Strategic Plan.

3.10. ADJOURN - Meeting was adjourned by Acting-Chairperson Connie Massie at 5:00 p.m.

Next meeting is scheduled for May 27, 2003.

Communications received by the FIRST 5 TEHAMA, Tehama County Children and Families Commission and Commissioner Information Packets are on file at the Office of the Program Director, 1135 Lincoln Street, Red Bluff.

If you need disability modification or accommodation in order to participate in this meeting, please contact the Commission office at (530) 528-1395 at least 48 hours prior to the start of the meeting. Government code Section 54954.2(a).

First 5 Tehama

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